

ARTICLE 12790.1

PENSACOLA NAVAL COMPLEX CIVILIAN
BLOOD DONOR CLUB

CONTENTS

SUBARTICLE 1. GENERAL PROVISIONS

- 1-1 Purpose
- 1-2 Background
- 1-3 Responsibility
- 1-4 Membership
- 1-5 Donations
- 1-6 Benefits
- 1-7 Recognition
- 1-8 Other Commands
- 1-9 Forms

SUBARTICLE 1. GENERAL PROVISIONS

1-1. Purpose. To set forth procedures and define functions and purposes of the Pensacola Naval Complex Blood Donor Club in accordance with CPI 630.S11 and DOD Policy (HA-96-0-44) of 1 May 1996.

1-2. Background. The Department of the Navy and this command recognize the need for maintenance of a satisfactory blood donor program and the need for continued support of the blood donor recruitment program. The Civilian Blood Donor Club was organized in accordance with CPI 630.S11 to provide a method by which civilian employees of Pensacola Naval Complex may voluntarily donate blood and in return, receive blood for themselves and certain members of their family. This program is conducted in cooperation with the Naval Hospital, Pensacola, the Human Resources Office (HRO) Pensacola and the Northwest Florida Blood Center, Inc., a nonprofit organization. All emergency donor requests from the Northwest Florida Blood Center will be coordinated through the Naval Hospital, Pensacola and HRO.

1-3. Responsibility. In accordance with DOD Policy (HA-96-0-44) of 1 May 1996, the U.S. Naval Hospital, Pensacola has responsibility for the oversight of all blood collections on all local military installations. It is a community responsibility of those members capable of donating blood to ensure that there is always a sufficient supply available for those who have a need.

1-4. Membership. All civil service and nonappropriated fund (NAF) employees of the Pensacola Naval Complex automatically become members of the Blood Donor Club upon employment. Membership terminates upon termination of employment, except for those individuals entering retired status.

1-5. Donations. Blood donations are not harmful to persons in good health; however, donations will not be accepted from those who fail the blood tests administered by the Northwest Florida Blood Center. Other conditions which may temporarily prevent the donation of blood are: recent colds, sinus or respiratory infections, recent vaccinations or inoculations, recent infections or fever, taking certain medications, pregnancy through 6 months after delivery, etc.

a. Procedures. Blood donations may be made at the bloodmobiles located in selected areas throughout the Pensacola Naval Complex on prearranged schedules. Information as to time, date, location, and appointment procedures for each drive will be announced separately.

b. Leave. Supervisors are requested to encourage donations to the maximum extent possible. At the discretion and policy of each activity's Commanding Officer, up to 4 hours administrative leave may be granted for blood donations. Employees must have a scheduled appointment and have received approval in advance from their supervisor in order for administrative leave to be authorized. Documentation will be made on Request for Leave or Approved Absence Form, OPM Form 71. Employees who are unable to donate after (R) visiting the bloodmobile are required to return to work.

1-6. Benefits. Benefits are effective immediately. The program furnishes blood as needed to the following:

CIVIL SERVICE, NAF

DECEASED

	OR RETIRED MEMBER'S	MEMBER'S
SELF	X	
SPOUSE	X	X
DEPENDENT CHILDREN	X	X
MOTHER AND FATHER	X	
MOTHER-IN-LAW	X	
FATHER-IN-LAW	X	

a. Member's mother, or father, mother-in-law, or father-in-law (**does not have to be member's dependent**).

b. Member's brothers and sisters are **not** eligible unless they live with the member and the member financially supports them, i.e., meet(s) the definition of "dependent." "Dependent" is defined as a person living in the member's household, or a person financially supported by the member and whom the member claims as an income tax exemption.

NOTE: For the purpose of this Article, a dependent child is defined as an unmarried child under 22 years of age, living in a parent-child relationship with the member or surviving spouse, or a child who is, for medical reasons, incapable of self-support.

1-7. Recognition. A new member, after making an initial donation will be furnished a Blood Donor's Identification Card by the Northwest Florida Blood Center. This card will be used for the recording of blood donations.

Other Commands. All commands within the Pensacola Naval Complex are encouraged to join in keeping with the intent of this worthwhile program.

1-9. Forms. Request for Leave or Approved Absence Form, OPM-71, (R) may be downloaded from the Office of Personnel Management (OPM) website at www.OPM.gov..